

**ATTENDEES**

**Andrew Fuller (Chair, Independent, voting)**  
**Charlotte Whitaker (Manager, no voting rights)**  
**Nick Boot (Office, voting)**  
**Ben Curtis (Resident representative, observer, non-voting)**  
**Stephen Cooksey (Councillor, voting)**  
**Laura Drake (Night-time Economy, voting)**  
**Lisa Edwards (Leisure and Tourism, voting)**  
**Metin Huseyin (Council Representative, voting)**

**Jen Dannel (IN ATTENDANCE)**

		<b>ACTION</b>	<b>TIME</b>
<b>1.</b>	<b>Item 1 - Welcome and Introductions</b>		
<b>1.1</b>	Andrew opened the meeting and welcomed everyone. Apologies had been received from Candida Goulden, Emily Ayres, Ken Storr, Rick Parish, Philip Downer, Geoff Evans, Gillian Harris, Beccy Gunn.	<b>INFO</b>	-
<b>2.</b>	<b>Item 2 – Approval of Last Month’s Minutes</b>		
<b>2.1</b>	Minutes were agreed as correct by unanimous vote.	<b>INFO</b>	-
<b>3.</b>	<b>Item 3 - Insurance</b>		
<b>3.1</b>	CW gave a run down on DTP’s insurance coverage (£10m employers liability and £2m public liability and extra insurance is purchased for events as and when it is needed). It was proposed by Nick Boot and passed by a unanimous vote.		
<b>4.</b>	<b>Item 4 – BID Update</b>		
<b>4.1</b>	<p>CW gave a BID update:</p> <p><i>Footfall Information</i>  Footfall information has been removed from the website as it was too confusing – hoping to simplify and get it back up there. However, our contract for the counters is up for renewal in June, but the new radar technology has not been ironed out. CW has agreed with them that we will continue to use them but not pay them anything until the new technology is in place and we have an idea of costs. The new technology will count heads and not phone signals. It will be more expensive, but there is the opportunity to reduce the number of counters/locations we have in place.</p> <p><i>RailFuture</i>  RailFuture are setting up a Dorking Transport Hub (a bit like a Dorking Future Plan for rail links in this area) – a kind of consultation group. They made the application to improve accessibility at Deepdene, but they were unsuccessful. They would like us to be involved in some shape or form.</p> <p><i>Collections Update</i>  MVDC have been making huge strides with collections – now up to 99% collected for 18-19 against 96.2% for 17-18. They are sending out a leaflet</p>		

<p>giving explanatory notes in respect of the BID summons. MH going to take back CW's thanks back to MVDC for a job well done.</p> <p><i>Market on West Street</i> There is still no decision on this. SAG have denied the road closures, but licensing has now explained what is needed to proceed. There is now agreement to progress plans to put the market in West Street Car Park. CW will send out an e shot telling everyone that we are hoping to have the market in West Street Car Park.</p> <p>The aim is to start the market 'story' in West Street car park and then progress to Pippbrook and or St Martins Walk.</p> <p><i>Surrey Day 4<sup>th</sup> May</i></p> <p>Plans in place for the Instameet and Healthy Kitchen are providing refreshments for up to 20 people.</p> <p><i>LoyalFree</i></p> <p>Key results for LoyalFree are on the dashboard – but going forward results will be printed out. LoyalFree team are back in Dorking on 7<sup>th</sup> May with an aim to increase the number of businesses on the app and increase the number of app users in the local area. CW feels that we have plateau'd slightly, so looking to make improvements.</p> <p><i>St Martins Walk Signage</i></p> <p>A very big thank you to MH for sorting out the funding from MVDC for their third of the monies required. It seems that it will now be approx. £1800 and we have put in application to MVDC for CIL money. Hoping to get a contribution from Surrey FA – but they will want to be involved in what the signage says. So this may have to be done afterwards as a two-stage approach.</p> <p><i>Parking Signage</i></p> <p>Costings for parking signage are being pulled together by SCC. More information to follow.</p> <p><i>Mayflower Event</i></p> <p>We are still trying to get Dorking/Mullins story on the Mayflower 400 website, they have agreed to come back to us as soon as they know how / when / the cost of this. The number of hotel beds in Dorking is an issue, but CW is meeting with local B&amp;B's to get more voluntary levy payers on board. Also producing a timeline leaflet for distribution.</p> <p><i>Locate in Dorking/Prospectus</i></p> <p>Prospectus, which is on our business plan for this year, needs some more work as the information that came from the 2011 census is now out of date. Can everyone please look at a website called Locate in Kent – it is the kind of thing that we need here in Dorking. We could attach it to our</p>		
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	<p>website and promote the visitor experience. Can everyone please let CW have their thoughts via email?</p> <p><i>Working with Night-time Economy</i></p> <p>General Discussion about the importance of our pub trade here in Dorking. Everyone thought it was important that all pubs within the community should be registered as assets of community value – it’s a protection which is vitally important. The initiative needs to come from the pub itself and support from the clientele. There is also a nationwide proposal called Long Live the Local which is hoping to support pubs in the local community.</p> <p>MH did tell the Board that this is going to be discussed at Cabinet on Thursday. So MVDC are looking at community assets for pubs.</p> <p><i>Future Dorking Plan</i></p> <p>CW asked for a discussion on the Future Dorking Plan – no-one is talking about it, no ideas are being brought forward, no-one is leading. How do we drive this initiative forward?</p> <p>In Leatherhead the regeneration has been MVDC led, but we don’t have the same for Dorking. Leatherhead was identified as dying whereas Dorking is more vibrant. There is lots of talk and discussion around Dorking, but nothing happens. A focus point is required. The council should be doing it with BID involvement and fairly rapid action is required.</p> <p>So how do the BID influence but not take over the council’s job? We need to come up with a few choice proposals and put them to the prosperity team for consideration. The BID needs to talk to all stakeholders – hold a meeting led by the BID – then take the proposals back to MVDC after the May elections. We can’t wait until Dorking dies like leatherhead and we need to work on infrastructure. The all stakeholders meeting should be more direct with fewer choices otherwise it will be just noise as previously – less open comments. The last thing we need to have is more wasted money, for example the transport survey.</p> <p>Priorities should be discussed amongst the BID directors. Someone needs to get hold of the process and look at the bigger picture. A plan is needed or we will end up just doing more talking, but not actually achieving anything and missing out on the funding next time. Initiating and resourcing this is critical.</p>		
<p><b>4</b></p>	<p><b>Item 4 – AOB</b></p>		
<p><b>4.1</b></p>	<p>NB - £80k in bank account and we have paid the MVDC charges and loan repayment. We collected £23k from 18-19 payments and £57k from 19-20 payments. Also submitted the VAT return.</p> <p>MH – asked where we are with Xmas lights? The Friends of Dorking have ordered them. However, we need to talk to MVDC very soon about another three-year funding deal as FOD won’t have any money next year. MH has agreed to investigate on our behalf.</p>	<p><b>INFO</b></p>	<p>-</p>

	The chair closed the meeting at 8.59 am.		
	<b>NEXT MEETING</b>		
	Next Meeting will be held at 0745h on 14 May 2019 in South St Clinic.	<b>INFO</b>	-